

# **FRIENDS OF THE BARABOO PUBLIC LIBRARY**

## **ADVOCACY, FUNDRAISING, VOLUNTEERISM**

**Tuesday, November 5, 2019 - 6:00 pm - West Square Building, Room B-30**

- I. Call to order-** Meeting was called to order at 6:01 p.m. by Board President Sara Roltgen with Pat Shear as Recording Secretary. Others attending: Jessica Bergin, Lynn Harthorne, Luisa Ramos Romero, Phillip Zolper, Anne Horjus, Lena Nissley and Tina Marie.
- II. Review of agenda-** Motion made by Jessica Bergin and seconded by Lynn Harthorne to move item VII. Special Committee Reports B. Book Sale to VII. A. Motion passed. Motion made by Jessica Bergin and seconded by Pat Shear to add item under VIII. Unfinished Business D. Book Sale Cart Purchase. Motion passed.
- III. Minutes of October 1, 2019 meeting-** Motion made by Lynn Harthorne and seconded by Phillip Zolper to approve the minutes as written. Motion passed
- IV. Treasurer's report-** Reported filed for audit.
- V. Correspondence and new memberships-** There was one new membership. Thank you note was sent.
- VI. Standing Committee reports**
  - A. Director's Report-** Jessica Bergin reported that Juanita Schadde donated 2.5 million dollars toward the library expansion project with the stipulation that the library be renamed in honor of the Schadde family. The new name will be the Carnegie Schadde Memorial Public Library. Date for the official renaming has not been decided. Bids for contractors will be sent out in January 2020 with groundbreaking in the spring of 2021.
- VII. Special Committee reports**
  - A. Book Sale-** Lena Nissley reported that things are on track for the December sale. Pat Shear is helping with publicity. The Literacy Council has asked if their group could sell a small number of children's books at the sale. After discussion it was decided that it might be easier if the Council could have representatives at the sale to handle their book sales.
  - B. Music with Friends-** Four performers have been contacted and two have signed contracts for 2020. Events will be January 9, February 20, March 12 and April 9.
  - C. Books for Newborns-** Pat Shear dropped off 30 English language books to St. Clare Hospital in October. There are 30 English and 15 Spanish books still on hand.
- VIII. Unfinished Business**
  - A. Drafts of brochures in English and Spanish-** Sara Roltgen displayed samples of the English and Spanish versions of the brochures. Motion made by Phillip Zolper and seconded by Pat Shear to pay Minute Man Press up to \$650.00 for 500 copies each of the English and Spanish brochures. Motion passed.

**B. Turkey Bingo donations-** Anne Horjus talked about the Turkey Bingo procedures. Motion made by Phillip Zolper and seconded by Lynn Harthorne to donate \$250.00 to cover cost of raffle items and the food list. Motion passed.

**C. Volunteer thank yous-** Motion made by Jessica Bergin and seconded by Anne Horjus to spend up to \$40.00 to purchase snack items to be placed in the back office for library volunteers to enjoy. Motion passed.

**D. Book Sale Cart-** Picture shown of taller book truck available from Demco for \$649.00. Motion made by Lynn Harthorne and seconded by Phillip Zolper to purchase cart. Motion passed.

## **IX. New Business**

### **A. Annual meeting details**

**a. Format, food, entertainment-** Annual meeting will be on January 9 at 6:00 p.m. with Music With Friends performance at 6:30. Motion made by Jessica Bergin and seconded by Lynn Harthorne to spend up to \$125.00 for snacks. Motion passed.

**b. Executive board positions/changes-** While all positions are open, we will be actively seeking candidates for the offices of President, Vice-President and Treasurer.

**B. Evaluate direction of Music with Friends-** Discussion on this was tabled until new board members are elected.

**C. Holiday/winter décor-** Motion made by Lynn Harthorne and seconded by Anne Horjus to spend up to \$750.00 with Jennifer Fox for winter decorations for the library and annual meeting.

### **D. Approval of disbursement requests-**

\$300.00 Jennifer Fox for daffodils and autumn floral displays  
\$4,000.00 Transfer to library segregated account

## **X. Next meeting: 6:00 p.m. December 3, 2019 - dinner out, location TBA**

**XI. Adjournment-** Motion made by Jessica Bergin and seconded by Anne Horjus to adjourn the meeting. Motion passed. Meeting adjourned at 7:21 p.m.

Pat Shear – Meeting Minutes Recorder  
November 5, 2019

Approved December 3, 2019